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Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF EXAMINERS OF SHEET METAL WORKERS
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JOHN C. CHAPMAN
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Approved Meeting Minutes

August 22, 2016
1000 Washington Street – Room C
Boston, MA, 02118

The **Sheet Metal Examining Board** meeting opened at 8:30 am

The following members were present:

Paul Moran – Chairman - Master Member
Russell Bartash – Vice Chairman - Journeyperson Member
Barbara Lagergren – Public Member (*excused 10:00 a.m.*)
Michael Morales – DPL Representative
Daniel Walsh – DPS Representative

The following members were absent:

Paul Meincke – Journeyperson Member
Eric Pariseau – Master Member

The following staff members were present:

Peter Kelly – Executive Director
Charles Kilb – Board Counsel (*excused 10:00 a.m.*)
Frank Polese – Sheet Metal Inspector
Charles Wolf - Sheet Metal Inspector

1. The meeting came to order at 8:35 am.
2. The Chair informed those in attendance of emergency evacuation procedures.



3. The Board reviewed the following meeting minutes.

- Board Minutes – June 13, 2016

Motion to approve by: R. Bartash, Seconded by: B. Lagergren, Unanimously Approved

- Executive Session Minutes – June 13, 2016

Motion to approve by: B. Lagergren, Seconded by: R. Bartash, Unanimously Approved

4. Board staff reviewed the upcoming Board meeting and Hearing dates. The Public Hearing regarding revisions to 271 CMR will be held at the September 19, 2016 Board meeting.

No formal action required

5. Board staff provided a brief update on the August 19th DPL / DPS code coordination meeting.

No formal action required

6. Board staff distributed a final draft of the revised curriculum available for review and approval. A motion was made table the review until next Board meeting.

Motion to table by: P. Moran, Seconded by: R. Bartash, Unanimously Approved

7. The Board reviewed the Experience and Education Policy and discussed various scenarios regarding applicants with prior experience (out-of-state, etc.).

A motion was made to table the discussion until the next Board Meeting.

Motion to table by: B. Lagergren, Seconded by: R. Bartash, Unanimously Approved

8. Board staff reviewed the exam content outline in the Exam Information Bulletin and historical pass / fail rates.

No formal action required

9. The public meeting resumed at 9:35 am. The Chair announced that the Board would enter into Investigative Conference per M.G.L. c. 112, §65C. The purpose of the Investigative Conference was to review the status of ongoing investigations. The Chair announced that the Investigative Conference would last approximately thirty minutes.

Motion to enter Investigative Conference by: B. Lagergren, Seconded by: R. Bartash

Unanimously approved

10. The public meeting resumed at 10:10 am to report on actions taken during Investigative Conference:

2016-000114-IT-ENF – *Send to prosecutions – 4-yes, 1-no*

2016-000117-IT-ENF – *Send to prosecutions – 4-yes, 1-no*

2015-001523-IT-ENF – *Send to prosecutions – unanimous*

2015-001352-IT-ENF – *Send to prosecutions– 3-yes, 1-no*

11. The public meeting resumed at 10:15 am. A motion was made to table the Quasi-Judicial Session.

Motion to table Quasi-Judicial Session by: R. Bartash, Seconded by: P. Moran

Unanimously Approved

Meeting Adjourned at 10:15 am

Respectfully submitted by:

Peter Kelly – Executive Director

Referenced Documents:

Meeting Agenda (8/22/16)

Meeting Minutes (6/13/16)

Executive Session Minutes (6/13/16)

Education and Experience Policy (12/15/14)